

Quality Assurance

Prevailing Wage Oversight Quality Assurance

In order to assure compliance with MDOT prevailing wage oversight procedures, Quality Assurance (QA) reviews will be conducted at all levels of prevailing wage oversight for MDOT let contracts.

The following process is to be followed at all of the levels of oversight.

- In order to identify any problems with prevailing wage compliance, the QA reviews will be conducted each construction season while the contract is active.
- A sufficient number of contractors assigned to the contract will be reviewed to assure compliance with prevailing wage requirements.
- Certified payrolls and other project documentation will be reviewed to determine compliance. The certified payroll review checklist form 1952 will be used for the review.
- If deficiencies are discovered during the review, follow-up and document the resolution. When deficiencies are found, the proper procedures are to be reviewed with the engineer.

During the review, the following prevailing wage compliance procedure requirements are to be checked:

- All posters and jobsite information must be posted, as required.
- Wage rate interviews are conducted according to the prevailing wage procedures.
- The certified payrolls are completed properly and agree with project documentation.
- The workers for all classifications were paid the correct wage.

Local Agency Level

- The region coordinator for prevailing wage compliance will work with the engineer of each TSC to assure that a QA review is done for a minimum of one contract for each local agency under the jurisdiction of the TSC. Additional reviews may be needed if the level of compliance is questionable.
- Once the review is complete, the engineer will forward a copy of the review documents to the region coordinator.
- The region coordinator will review the documents to assure compliance with MDOT procedures and forward a copy to the C&T Division prevailing wage compliance specialist.

TSC Level

- The region coordinator for prevailing wage compliance will conduct random QA reviews for each engineer in each TSC in the region.
- The region coordinator will select a minimum of 10 percent of TSC projects for review. If the TSC has less than ten projects in a construction season, then at least

- one project is to be reviewed. Additional reviews may be needed if the level of compliance is questionable.
- Once the review is complete, the coordinator will forward a copy of the review documents to the C&T Division prevailing wage specialist.

Statewide Level

The C&T Division wage compliance specialist assures compliance of the prevailing wage oversight program statewide. The following process will be used:

- Review reports from region coordinator for prevailing wage to assure oversight compliance at the TSC and local agency level.
- Select a minimum of one contract from each region for QA review of prevailing wage compliance.
- In addition to the above, review a minimum of one consultant-administered contract if applicable.